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MINUTES FOR MEETING OF

THE HOKE COUNTY DEPARTMENT OF SOCIAL SERVICES BOARD

February 22, 2021

A meeting of the Hoke County Department of Social Services (the “**Board**”) was held at 4:00 p.m. on February 22, 2021 in the Commissioners Room located in the County Administration Building (Pratt Building) at 227 N. Main St, Raeford NC, pursuant to notice duly given. The following Board Members (“**BM**”), constituting a quorum, were present:

Allen Thomas, Jr., Chair
Bill Evans, Vice- Chair
Brenda Branch
Linda Revels
Harry Southerland

Also present representing the Department were Terry Stanton, Director of DSS; Barbara Mena-Peña, Administrative Officer; Tera Campbell, Personnel Tech; Tammy Brewer, Family Support Services Supervisor; and Jonathan Charleston, Department of Social Services Attorney.

Chair Thomas called the meeting to order at 4:00 p.m. and welcomed the Board to this month’s meeting. Thereafter, Chair Thomas asked Vice-Chair Evans to give the invocation. Chair Thomas asked for public comments. There were none.

Chair Thomas asked for a motion to approve the consent agenda. BM Revels made a motion to approve the consent agenda consisting of (a) the January 25, 2021 minutes and (b) the next meeting date of March 29, 2021, which was seconded by BM Branch. The vote was unanimous.

Chair Thomas asked for the Child Care update from Ms. Tammy Brewer. Ms. Brewer reported the Child Care preliminary amount spent for January service month was \$152,356.00. The amount spent in Smart Start was \$15,683.00. The amount spent in Non-Smart Start was \$136,673.00 The spending Coefficient was 94% (ninety-four percent). The Unexpended Non-Smart Start balance was \$732,598.00 and Unexpended Smart Start balance was \$2,811.00. Ms. Brewer stated that the State representative recommended the agency keep the Child Care waiting list for tracking purposes even though the spending coefficient is under 95%. Ms. Brewer stated that as clients are added to the waiting list, they will immediately send out notices to

parents to complete the Child Care application. The Board and the attorney discussed the presentation. Chair Thomas asked if the Board had any questions. The Board had none.

Chair Thomas asked for the Coronavirus (COVID19) Update and Directors Comments. Director Stanton updated the Board of the process and preventive measures the agency is taking in regards to COVID19. He stated that Maintenance sprays the agency on a weekly basis. He also stated that since opening the agency to the public, the number of clients entering the agency has continued to increase. He stated the agency continues to monitor and limit the amount of clients into the building He informed the Board the agency has tables with applications and information set up in the lobby for the public to utilize and the agency continue to see clients by appointments. He stated the agency continues to limit staff interactions He also mentioned that the COVID19 vaccination for staff at the agency is going well. BM Revels asked about the amount of staff being vaccinated. Director Stanton responded and it was discussed.

Director Stanton directed everyone to the County – Mandated Performance Requirements Memorandum of Agreement (MOA) in the handout. Director Stanton mentioned there has been a few changes to the MOA as stated last month. He stated a few items were deleted from the MOA that is no longer mandated by State. The Board reviewed and discussed the January 2021 data and measurements of the MOA report. Director Stanton asked if the Board had any questions. Vice-Chair asked if the COVID19 vaccination for staff mandatory. Director Stanton responded and it was discussed. Chair Thomas mentioned the county just had an audit, in which DSS was a part of. Chair Thomas asked BM Southerland to speak about the audit. BM Southerland gave an overview of the outstanding audit and it was discussed.

Chair Thomas asked if there were any comments from the Board. BM Branch commented on the great audit. BM Revels commented on great job the Director and staff of DSS is doing. Chair Thomas asked if there were any other comments. There were none.

Chair Thomas asked for a motion to adjourn. BM Revels made a motion to adjourn which was seconded by BM Branch. The vote was unanimous.

Allen Thomas, Jr, Chair

Micka T. Stanton, Secretary

Date